NNA07198991R-ACA Attachment J.1(a) 2

Contract Data Requirements List Reports Described in this Attachment J.1 (a) 2

Report Number	Report Title	Page Number
1.	Initial Financial Management Report (NF 533I)	1
2.	Monthly Financial Management Report (NF 533M)	2
3.	Quarterly Financial Management Report (NF 533Q)	3
4.	Monthly Technical Progress Report	4
5.	Contractor Monthly Accident Report (CMAR)	4
6.	Mishap Report (NF 1627)	4
7.	New Technology Report	5
8.	Centrally Reportable Equipment (DD1419)	5
9.	Quarterly Property Management Report	6
10.	IT Security Training Progress Report	7
11.	Non-Disclosure Agreements	7
12.	Subcontract Consent Package	8
13.	Phase-Out Plan	8
14.	Safety and Health Plan	9
15.	IT Security Plan	9
16.	NASA Position Designation Record, (NF 1722)	10
17.	Organization Conflicts of Interest Avoidance Plan	10
18.	Quarterly Report of Purchases	11

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
Space Technology Research and Development	NNA0719891R-ACA	January 2008

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
1. LINE ITEM NO.	Initial Financial Management Report	See Remarks		See Distribution
		ubmittal upon reques	t Submitted upon update	e Gov't Approval Required
	7. DISTRIBUTION	' '	8. REMARKS	
_	Electronic submission to:		Submission 10 working days	after effective date of contract.
	Contracting Officer's Technical Representative (CC M/S 230-2 (1 cy) CO Code JAC, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 203 Resources Management Office (RMO), Code CR,	3-18 (1 cy)	Contractor and each major sucomputer-generated version) the reverse side of the forms 9501.2, NASA Contractor Finhttp://nodis3.gsfc.nasa.gov/librar02D_&page_name=main and as Reporting categories shall be hours (excluding subcontract) subcontractors); direct labor of subcontractors); overhead; oth costs; incentive fee and award be reported separately for each include travel, material purchase	elements of cost including direct labor

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
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1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
2	Monthly Financial Management Report	Monthly	See Remarks	See Distribution
	6. DATA TYPE: Scheduled submittal Subr	mittal upon request	☐ Submitted upon update	Gov't Approval Required
	7. DISTRIBUTION	8.	. REMARKS	
	Electronic submission to: Contracting Officer's Technical Representative (COTF M/S 230-2 (1 cy) CO Code JAC, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 203-1 Resources Management Office (RMO), Code CR, M/S	R) Code TSA, ir and an	Oth working day after end of a naccordance with the instruct and the NASA Policy Guidance in accordance with the instruct and the NASA Policy Guidance in accordance with the instruct and the NASA Policy Guidance in accordance	displayDir.cfm?Internal_ID=N_PG_9501_0 set forth below. elements of cost including direct labor direct labor hours (major osts (separated by prime and major er direct costs (ODCs), G&A total fee; total cost plus fee. Overtime is to h of the above categories. ODCs ses, and subcontracts (other than he above data is to be submitted for the e periods, the Government Fiscal Year costs to completion and at the contract ect, or category (e.g. maintenance, nats will be agreed upon between the

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
Space Technology Research and Development	NNA0719891R-ACA	January 2008

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
3	Quarterly Financial Management Report	Quarterly	See Remarks	See Distribution
	6. DATA TYPE: Scheduled submittal	Submittal upon reques	t Submitted upon update	e Gov't Approval Required
	7. DISTRIBUTION		8. REMARKS	
	Electronic submission to: COTR; Code TSA, M/S 230-2 (1 cy) CO; Code JAC, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 2 Resources Management Office (RMO), Code CR	, ,,	of the month preceding the queries of the forms and 9501.2, NASA Contractor Final http://nodis3.gsfc.nasa.gov/library 02D &page name=main and as Reporting categories shall be hours (excluding subcontract) subcontractors); direct labor of subcontractors); overhead; oth costs; incentive fee and award be reported separately for each include travel, material purchamajor subcontractors). All of reporting period, the cumulative cumulative, and the estimated level and division, branch, properations, facility) level. For Contractor, COTR, and Contractor Variances exceeding 5 perce	elements of cost including direct labor; direct labor hours (major osts (separated by prime and major er direct costs (ODCs), G&A total difee; total cost plus fee. Overtime is to the of the above categories. ODCs uses, and subcontracts (other than the above data is to be submitted for the reperiods, the Government Fiscal Year costs to completion and at the contract ject, or category (e.g. maintenance, mats will be agreed upon between the

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
Space Technology Research and Development	NNA0719891R-ACA	January 2008

Space Technology Research and Development				NNA071989 ²	1R-ACA	January 2008
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SI	UBMISSION DATE	5. COPIES	
4	Monthly Technical Progress Report	Monthly		See Remarks	See Distribution	
	6. DATA TYPE: Scheduled submittal Submittal upon request		t 🗌 S	Submitted upon update	☐ Gov't Ap	oproval Required
	7. DISTRIBUTION		8. REMARKS	S		
	Electronic submittal to:			ntractor shall submit se		
				complished during eac		
	COTR; Code TSA, M/S 230-2 (1 cy)		•	shall be in narrative for		
	CO; Code JAC, M/S: 241-1 (1 cy)			reports shall include:		
	New Technology Representative, Code DK, M/S 202/	4-3 (1 cy)				d recommended action ractor; staffing data and
				ivity metrics.	t and the Cont	racior, stanning data and
			producti	ivity motilos.		
		1	1			
1. LINE ITEM NO. 5	2. DRL TITLE Contractor Monthly Accident Papert	3. FREQUENCY Monthly	4. SU	JBMISSION DATE See Remarks	5. COPIES	e Distribution
<u> </u>	Contractor Monthly Accident Report	·				
		mittal upon request	st Submitted upon update Gov't Approval Required			
	7. DISTRIBUTION					
	Submittal shall be made in accordance with the require		The Contractor electronically shall submit the Monthly Accident Report data to the Contractor Monthly Accident Report web-based			
	at: http://cmar.arc.nasa.gov/					
			system within 10 working days after each full month of completed service. A negative report is required.			
			Service.	A negative report is re	equireu.	
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4 511	JBMISSION DATE	5. COPIES	
6	Mishap Report	See Remarks	"	See Remarks		e Distribution
	 	mittal upon request	: □s	Submitted upon update	☐ Gov't Ar	proval Required
	7. DISTRIBUTION		8. REMARKS			1
	COTR; Code TSA, M/S 230-2 (1 cy electronic)		The Con	ntractor shall submit NA	ASA Mishan R	eport NF 1627 for any
	CO; Code JAC, M/S 241-1 (1 cy)		The Contractor shall submit NASA Mishap Report NF 1627 for any accident that meets one of the specific criteria described in the instruction on the form, within one working day of the mishap occurrence.			
	Office of Occupational Safety, Health, and Environme					
	Code OH M/S 218-1 (1 cv)	intai Coi vicco,				

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
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1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY		4. SUBMISSION DATE	5. COPIES	
7	New Technology Reports	See Remarks		See Remarks	See Distribution	
	6. DATA TYPE: Scheduled submittal Submittal upon request		st	☐ Submitted upon update	e 🛛 Gov't Approval Required	
	7. DISTRIBUTION			MARKS		
	New Technology Representative, Code DK, M/S 202A-3 (original) CO, Code JAC, M/S: 241-1 (1 cy)			The Contractor shall a New Technology Report for reportable items annually from contract award date and 3 months after contract completion, in accordance with NFS 1852.227-70, New Technology.		
	Patent Representative, Code DL, M/S 202A-4 (1cy)	A negative report is required even if there is no New Tecl report.				
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY		4. SUBMISSION DATE	5. COPIES	
8	Centrally Reportable Equipment (DOD Industrial Plant Equipment Requisition System (DD 1419))	As Needed m		See Remarks	See Distribution	
	6. DATA TYPE: Scheduled submittal Submittal	mittal upon reques	st	☐ Submitted upon update	e 🛛 Gov't Approval Required	
	7. DISTRIBUTION		8. REMARKS			
	Through COTR, code TSA, M/S 230-2 Through CO, Code JAC, M/S 241-1; to Equipment Management Specialist, Code JFS, M/S 255-2 (1 cy)			The Contractor shall submit a DD Form 1419, <i>DOD Industrial Plan Equipment Requisition</i> , for property screening 30 days prior to purchase of property. The DD Form 1419 will be prepared, for each item of centrally reportable equipment to be acquired over \$1,000, in accordance with NFS 1845.502-70 and the preparation instructions in NFS 1845.7102.		

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
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1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
9	Property Management Report	Quarterly	See Remarks	See Distribution
	6. DATA TYPE: Scheduled submittal Subr	mittal upon request	☐ Submitted upon update	Gov't Approval Required
	7. DISTRIBUTION	8.	REMARKS	
	COTR; Code TSA; M/S: 230-2 (1 cy) CO, Code JAC, M/S: 241-1 (1 cy) Equipment Management Specialist, Code JFS, M/S 2	55-2 (original) it a 1 G N re o e o c s d	emizing all purchases for the nd prices must be included. 149, DOD Requisition and Insovernment property that is called Acceptance of acceptance of acceptance of acceptance in the data initially submaying ment is no longer required this contract. The Contracted ode of equipment reported put hall be forwarded through the	Property Management Report quarter. All orders, items received, The Contractor shall use DD Form voice/Shipping Document, to report entrally reportable equipment to the nt System (NEMS): 1) at the time of countability; 2) when major changes itted to NASA; and, 3) when the ed for or actively being used in pursuit or shall indicate the current condition ursuant to (3) above. Reportable data a Contracting Officer within 15 working ed the need for their preparation and

	ACT, PRODUCT, SOW, ETC.		CONTRACT/R	_	DRL DATE/MOD DATE
Space recrinor	logy Research and Development		NNA0719891	R-ACA	January 2008
1. LINE ITEM NO. 10.	2. DRL TITLE IT Security Training Progress Report	3. FREQUENCY Monthly updates	4. SUBMISSION DATE See Remarks	5. COPIES	See Distribution
	6. DATA TYPE: Scheduled submittal 7. DISTRIBUTION	Submittal upon request 8. R	Submitted upon update	☐ Gov't A	pproval Required
	Reports may be sent electronically to: COTR; Code TSA; M/S: 230-2 (1 cy) CO, Code JAC, M/S: 241-1 (1 cy)	fed NA sup the for Ce req ma req IT:	prmation Technology (IT) sectoral employees, contractors, SA Federal IT assets and in pervisory and non-supervisors System for Administration, NASA (SATERN) at https://snter-wide progress toward 10 juirement will be tracked by conagement. To ensure that A juired agency metrics, the cesecurity training each year by individual's failure to meet the computer system being discontinuation.	, students an formation. Try personnel Training, and satern.nasa.ç 00 percent corganization mes Researd enter must be y the deadlin	and associates who use This applies to both and is available through defended Educational Resources gov/ completion of this and reported to center ch Center meets the e 100 percent complete in the of May 30. eadline will result in his or
1. LINE ITEM NO.	2. DRL TITLE Non-Disclosure Agreements	3. FREQUENCY Once	4. SUBMISSION DATE Prior to Starting W	Vork	5. COPIES
11.	6. DATA TYPE: Scheduled submittal	Submittal upon request	Submitted upon update		See Distribut Approval Required

1. LINE ITEM NO.	2. DRL TITLE			3. FREQUENCY		4. SUBMISSION DATE	5. COPIES	
11.	Non-Discl	osure Agreements		Once		Prior to Starting W	/ork	See Distribution
	6. DATA TYPE:	☐ Scheduled submittal	⊠ Subr	nittal upon request	t	☐ Submitted upon update	Gov't Approval Requ	uired
	7. DISTRIBUTION				8. REMARKS			
	COTR, Code T	, M/S 241-1 (1 cy electronic) SA, M/S 230-2 (1 cy electroni tor listed on Task Order	ic)		agre con	contractor personnel shall be eements prior to starting wor tract, and/or contractor spec ne closing of certain specific	rk and may be required to ific non-disclosure agree	sign Center, ments as part

DATA REQUIREMENTS LIST (DRL)

	ACT, PRODUCT, SO					CONTRACT/F	RFP NO.	DRL DATE/MOD DATE
Space Technol	logy Research and	d Development				NNA0719891	R-ACA	January 2008
1. LINE ITEM NO.	2. DRL TITLE			3. FREQUENCY	4 SURM	ISSION DATE		5. COPIES
12.		Subcontract Consent Package			See Remarks		See Remarks	
	6. DATA TYPE:	Scheduled submittal	⊠ Subr	mittal upon reques	est Submitted upon update Gov't Approval Required			pproval Required
	7. DISTRIBUTION							
	CO, Code JA	CO, Code JAC, M/S 241-1 (1 cy)			The Contractor shall submit subcontract consent package(s) in accordance with FAR 52.244-2 or as specifically requested by the Contracting Officer.			
1. LINE ITEM NO.	2. DRL TITLE Phase-Ou	ut Plan		3. FREQUENCY Once	4. SUBM	ISSION DATE See Remarks		5. COPIES See Distributio
	6. DATA TYPE:	Scheduled submittal	☐ Subr	mittal upon reques	t	mitted upon update		approval Required
	7. DISTRIBUTION			muai apon roques	8. REMARKS			,pp.oratoquou
		C, M/S 241-1 (1 cy electronic)		orderly tran The Plan s	nsfer of duties and re	ecords to the pertinent to the	Plan for the complete and incoming Contractor. he continuation of safe ler the contract.
	COTR; Code	TSA, M/S 230-2 (1 cy)						

TITLE OF CONTRA	CT, PRODUCT, SOW, ETC.			CONTRACT/RF	P NO.	DRL DATE/MOD DATE	
Space Technolo	gy Research and Development			NNA0719891R	R-ACA	January 2008	
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSI	ON DATE		5. COPIES	
14.	Safety and Health Plan	See Remarks		See Remarks		See Distribution	
	6. DATA TYPE: Scheduled submittal Submittal upon request			ted upon update	☐ Gov't App	proval Required	
	7. DISTRIBUTION		8. REMARKS				
	CO, Code JAC, M/S 241-1 (1 cy electronic) COTR; Code TSA, M/S 230-2 (1 cy electronic)		The Contractor shall provide a Safety and Health Plan addressing issues pertinent to safe operation in all areas of responsibility under the contract for review by the Ames Occupational Safety, Health and Medical Services Offices. The plan shall include health and environmental compliance regulations applicable to this contract. The plan is required before contract award and shall be updated in accordance with NFS clause 1852.223-70, Safety and Health.				
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSI	ON DATE		5. COPIES	
15.	IT Security Plan	Once	4. 30BWI33I	See Remarks		Distribution	
	6. DATA TYPE: Scheduled submittal Subn	nittal upon request	☐ Submit	ted upon update	⊠ Gov't App	proval Required	
	7. DISTRIBUTION		8. REMARKS				
	CO, Code JAC, M/S 241-1 (1 cy electronic)						
	COTR; Code TSA, M/S 230-2 (1 cy electronic)		The Contractor shall prepare and submit an IT Security Plan for Government approval in accordance with NFS clause 1852.204-76 within 30 days after contract award.				

	ст, PRODUCT, sow, ETC. gy Research and Development			CONTRACT/ NNA071989	_	DRL DATE/MOD DATE January 2008
1. LINE ITEM NO. 16.	2. DRL TITLE NASA Position Designation Record, NASA Form (NF) 1722	3. FREQUENCY See Remarks	4. SUBMISSI	on date See Remarks	3	5. COPIES See Distribution
	6. DATA TYPE: Scheduled submittal Submittal 7. DISTRIBUTION Reports may be sent electronically to: COTR; Code TSA, M/S 230-2 (1 cy) CO, Code JAC, M/S: 241-1 (1 cy) Protective Services Office, Code JP (1 cy)	mittal upon reques	8. REMARKS In accordance Requirement, employee and	the Contractor s	.1, NASA Sec hall complete NF 1722 shall	urity Program Procedural a NF 1722 for each completed within 10
1. LINE ITEM NO. 17.	2. DRL TITLE Organizational Conflicts of Interest Avoidance Plan	3. FREQUENCY See Remarks	4. SUBMISSION See	Remarks	5. COPIES	See Distribution
	6. DATA TYPE: X Scheduled submittal Submittal upon 7. DISTRIBUTION CO, Code JAC, M/S 241-1 (1 cy electronic) COTR; Code TSA, M/S 230-2 (1 cy electronic)	n request Subm	8. REMARKS The Organizate provided by the shall incorpora analyze all organize the service properties and shall estate all problems in identified in Solution Interest and Solution Interest Inter	te contractor with ate any previous ganizational conflovider has acces blish specific medentified. The plaction H, paragraection I, paragra	f Interest Avoid submission of studies performites of interests to companies thods to contrain shall address to H.12, Orgaph H.11, NFS 18	dance Plan shall be of the proposal. This plan rmed, shall thoroughly t that might arise because es' sensitive information ol, mitigate, or eliminate ss all the requirements anizational Conflicts of 852.237-72, Access to esion of proposal.

TITLE OF CONTRACT, PRODUCT, SOW, ETC.	CONTRACT/RFP NO.	DRL DATE/MOD DATE
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1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4	4. SUBMISSION DATE	5. COPIES		
18.	Quarterly Report of Purchases	See Remarks		See Remarks	See Distribution		
	6. DATA TYPE: X Scheduled submittal Submittal upon	request Subm	nitted upon update X Gov't Approval Required				
	7. DISTRIBUTION		8. REMA	ARKS			
	CO, Code JAC, M/S 241-1 (1 cy electronic)			The Contractor shall comply with the requirements of NFS 1852.245-71, INSTALLATION-ACCOUNTABLE GOVERNMENT PROPERTY			
	COTR; Code TSA, M/S 230-2 (1 cy electronic)		(SEP 2007)(ALT 1)(DEVIATION)(SEP 2007). The Contractor shall submit the Quarterly Report of Purchases no later than 5 working days after the end of each quarter.				
	Supply and Equipment Management Officer (SEMO),	M/S 255-2					
	(1 cy electronic)						